

**TRUMBULL DAY COMMISSION**  
**May 27, 2014**

The Trumbull Day Commission held a regularly scheduled meeting on Tuesday, May 27, 2014 in the Nichols Room of the Trumbull Town Hall.

Members Present: Elizabeth Mastroianni, Chairman  
Fran Basbagill, Sean Carroll, Rosemarie Derring, Rich Pulie, Mike Vartuli, and  
Kimberly Vecchione

Also Present: Amy DeZenzo, Frank DiMarco and Stephanie Peters

The following is a brief summary of the meeting.

With a quorum being present the Chairperson called the meeting to order at 7:20 p.m.

**Acceptance of Minutes**

Upon review, the following motion was made.

MOTION MADE (Basbagill), seconded (Vecchione) and unanimously carried to accept the minutes of the May 20, 2014 regular meeting, as presented.

**Old/New Business**

Amy DeZenzo reported as follows.

An updated site plan, drawn up by the Engineering Department, was presented and reviewed.

A representative from the Parallel Post Restaurant in the Trumbull Marriott contacted her hoping to participate as a vendor. They suggested possibly holding a chef demonstration but indicated that they have a variety of ways in which they could take part. They are very anxious to be in this event and will be meeting with her to discuss the best direction to go in.

All were in agreement that we should move forward on this and, if possible, approach them for a sponsorship.

We are working right now on securing generators. United Rental has been contacted and they are very willing to work with us. We will finalize everything with them once we are certain of the number of vendors participating.

We will be trying to finalize as many contracts as we can this week. All in all everything is moving along nicely and, so far, we are ahead of our completion deadlines.

The issue of possibly obtaining additional insurance to cover a second rain date was discussed. Sean Carroll advised that coverage for two rain dates is usually not purchased during the summer months. He also informed that there is a possibility that we would require less insurance than last year but we will first need to determine exactly what our outlay would be in the event of cancellation.

It was noted that the only event that will be cancelled in case of rain is the entertainment. Amusements, food and fireworks will still participate, if the rain date is needed.

The Chairperson reported as follows.

Elizabeth Mastronianni advised that we need to find out if the town has any plastic covering that can be used to protect the field, if there is rain leading up to the event. Amy agreed to contact the Superintendent of Parks to see if they have anything available.

Vendors will be informed that they must be setup by 10:00 a.m. It was agreed that the specialty food vendors (taffy and olive oil) could be setup in the arts and crafts area.

The Police Department has asked that our publicity specify that no weapons, coolers, backpacks, outside beverages or food can be brought onto the premises. Advertising should also stipulate that, with the exception of service animals, no animals are permitted and that all bags are subject to search. They have also requested that the operating times of the beer and wine tent be indicated. It was also suggested, with the Commission agreeing, that the gates be kept open during the entire event.

Rosemarie Derring informed that someone has offered to contribute T-shirts, with the Trumbull Day logo, to the Commission members.

She has also received a request to honor a Trumbull Vietnam veteran who will be part of the participating military color guard. It was agreed that a decision will need to be set aside until it is discussed with the First Selectman.

Kimberly Vecchione informed that Castle Walls, a brother and sister act from Trumbull, has replaced the previous band, which opted out. The Coastal Cordsman Chorus, a twenty-seven member acapella group is also on the schedule to perform. Both of these performances will be complimentary.

Rosemarie Derring reported that, as of today, she has received payments totaling \$11,550.00 from participating food vendors. She informed that she is having trouble obtaining a coffee and tea vendor, as they cannot make back the price to participate. It was agreed that a better approach would be to let them participate for free and have them give back a percentage. Rosemarie will see if there is any interest in this type of arrangement and what percentage of give back they would be agreeable to.

Amy DeZenzo agreed to contact Home Depot to see if they would be willing to contribute garbage bags and cleaning products. Amy also informed that the Superintendent of Parks will be taking inventory to determine the amount of fencing available. It was noted that town departments have been most receptive in providing us with many of the resources needed.

Sean Kennedy and Frank Bourquin from the Board of Education building facilities department will be handling the clean-up this year instead of volunteers. There will be two custodians assigned to Hillcrest and two to the high school. There will be someone also stationed on the roof during the fireworks display. They are also aware that two custodians will be needed on the ground all day Saturday to take care of garbage but more help will be needed there. A crew will also be on site the next day to clean up the field.

In order to have monetary accountability entry tickets will be issued to determine attendance and hands will be stamped for persons wishing to leave and come back.

A discussion followed on what incentives could be offered to obtain more adult volunteers.

Mike Vartuli suggested the possibility of having town organizations come in to man the ticket booths for a small percentage of the take. It was agreed that there was not enough funding available to pursue this.

A suggestion was also made to offer the two churches, who have signed up as vendors, a free booth in exchange for volunteer hours.

MOTION MADE (Basbagill), seconded (Vecchione) and unanimously carried to reach out to the churches and offer them a barter system of volunteer hours in lieu of paying for their booth.

It was agreed that in order for the cost to be eliminated a combined total of twenty hours from adult volunteers would be needed.

Rich Pulie agreed to send a letter to other local churches offering them the same incentive.

There being no further business to discuss a motion was made by Fran Basbagill and seconded by Kimberly Vecchione to adjourn.

The May 27, 2014 meeting of the Trumbull Day Commission adjourned at 8:45 p.m. with unanimous consent.

Respectfully submitted,

Helen Granskog  
Clerk